

[Submit by Email](#)[Print Form](#)

Lucas County Information Services Checklist for Hardware/Software/Services

Department: Board of Lucas County Commissioners

Funding
Account &
Description

1010-0400-530100

Requestor: Jody Balogh

Req. Date: 01/21/2014

Vendor:

Imaging Office Systems

☐ State Term Contract ID**Type of Request (check all that apply):**☒ Hdw ☐ SW ☐ Services/New☒ Purchase ☐ Lease ☐ Subscription☐ Services/Support Renewal
Original Purchase DateDescription or
Nature of Request
and for whom this
is intended:

Lucas County Commissioners intends to purchase a Fujitsu Scanner for the department.

Hdw/SW/Service Item Descr	Quote #	Wnty Term	Qty	Unit Cost	Support Cost	Total Cost
Fujitsu fi-5530C2 Scanner	Jan 16, 2013		1	\$ 2,990.00	\$ 0.00	\$ 2,990.00
Annual Maintenance	Jan 16, 2013		1	\$ 675.00	\$ 0.00	\$ 675.00
				\$ 0.00	\$ 0.00	\$ 0.00
				\$ 0.00	\$ 0.00	\$ 0.00
				\$ 0.00	\$ 0.00	\$ 0.00
				\$ 0.00	\$ 0.00	\$ 0.00

Total Request \$ 3,665.00

Business Reason or Justification:

Department requires scanning functionality and to be used with OnBase.

**Lucas County Information Services
Checklist for Hardware/Software/Services
Page 2**

Planned Location:

Desktop

If Other please specify:

Network Connection Required?

☒ Yes ☐ No ☐ N/A

LCIS installation assistance needed?

☒ Yes ☐ No **Date:**

LCIS on-going support required?

☒ Yes ☐ No ☐ N/A

ITB or RFP completed?

☐ Yes ☒ No ☐ N/A

LCIS Management review completed?

☒ Yes ☐ No

Exclusion

DP Board Approved?

☐ Yes ☒ No

Less than \$7,500

Exclusion

Date of Approval:

01/21/2014

Comments:

Reviewed and prepared by Jeremy Burnat.
Reviewed and approved by George Webb.

*G. Webb
1-21-2014*



Beth Schrader beth@imagingoffice.com

Corporate Contact Telephone (800) 878-7731 Fax (260) 244-7238

CORPORATE OFFICE 4505 East Park 30 Drive Columbia City, IN 46725	INDIANAPOLIS OFFICE 5275 Emco Drive Indianapolis, IN 46220	CHICAGO OFFICE 2100 East Golf Rd, Ste. 410 Rolling Meadows, IL 60008	WICHITA OFFICE 201 North Mead Street Wichita, KS 67202	KANSAS CITY OFFICE 10800 Farley St. 3 Corporate Woods, Suite 250 Overland Park, KS 66210
---	---	---	---	--

CUSTOMER INFORMATION		SYSTEM LOCATION	
Customer Name	Board of Lucas County Commissioners	Street Address	One Government Centre
Address1		Address 2	Suite 800
Address2		City/State/Zip	Toledo, OH 43604
City/State/Zip		Contact	Jody Balough
Contact		Email	jbrough@co.lucas.oh.us
Email		Phone Number	419-213-4511
Phone Number		Instructions:	
PO Number			

[illegible]

FOR SELLER:		Purchase Price	\$3,665.00
Beth Schrader		State and Local Taxes	
IOS Sales Representative		F.O.B Shipping Point	
January 16, 2013		Deposit	
Date		Balance Due	\$3,665.00
FOR BUYER:		COMMENTS:	
Authorized Signature - Per Terms and Conditions of Sale			
Date		I decline hardware maintenance _____	

TERMS AND CONDITIONS OF SALE

1. Orders accepted are subject to the conditions set forth herein and no agreement or other understanding in any way modifying these conditions shall be binding upon the Seller unless made in writing, and accepted over the signature of an authorized executive of the Seller.
2. Net 30 payment terms.
3. Additional payment terms: For orders over \$25,000, and/or for those orders that require a pre-installation meeting prior to the start of product installation, the following terms apply. 1/2 of order total due at signing and 1/2 of total due at the end of the installation.
4. If any sales, excise, occupation, or use tax is applicable to this transaction, the amount will be added to the price stated herein.
5. Every effort will be made to effect shipment and installation within the time stated, but the Seller assumes no liability for delay due to causes beyond the sellers control.
6. All orders are "FOB" Shipping Point. Destination charges will be added to the invoice unless specifically excluded on the reverse side. The method of transportation and carrier will be of the Seller's selection. If shipment is made at Customer request via a method other than that which would normally be used, or if special handling is necessary due to receiving limitation of the customer, additional charges will be added to the invoice.
7. Title to each component of the Product shall pass to Customer when payment in full for the Product has been made. Notwithstanding the state of title to the Product, risk of loss with respect to the Product and/or each component thereof shall pass to Customer upon IOS's delivery of each such component to Customer, or delivery to carrier for shipment. At the time of such delivery, Customer shall, at its own expense, be responsible for purchasing any insurance coverage for the Product, and IOS shall not have responsibility for the placement of any insurance coverage.
8. This agreement may be signed in counterparts, each of which will be deemed an original and all of which together shall constitute one and the same agreement. A facsimile signature of one or more of the parties hereto shall be deemed an original signature for all purposes.